

Internal Revenue Service
230 South Dearborn St - 4921 CHI
Chicago, IL 60604

Department of the Treasury

Date: November 2, 2010

Employer Identification Number:

74-2678855

Person to Contact - Group #:

MS. D. TOBLER - 7825

ID# 0244025

Contact Telephone Numbers:

312-566-3885 Phone

312-566-3912 Fax

Response Due Date:

NOVEMBER 5, 2010

ASSOCIATED CHEMISTRY TEACHERS
OF TEXAS
C/O DIANA MASON UNIVERSITY OF N TEXAS
1515 UNION CIRCLE 305070
DENTON, TX 76203

Dear Sir or Madam:

Thank you for the information recently submitted regarding your application for exemption. Unfortunately, we need more information before we can complete our consideration of your application.

Please provide the information requested on the enclosure by the response due date shown above. Your response must be signed by an authorized person or an officer whose name is listed on the application. Also, the information you submit should be accompanied by the following declaration:

Under penalties of perjury, I declare that I have examined this information, including accompanying documents, and, to the best of my knowledge and belief, the information contains all the relevant facts relating to the request for the information, and such facts are true, correct, and complete.

To facilitate processing of your application, **please attach a copy of this letter to your response.**

If you do not provide the requested information in a timely manner, we will assume that you do not want us to consider your application further and will close your case.

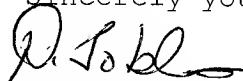
If you do not respond to the information request by the due date, we will conclude that you have not taken all the steps necessary to complete your application for exemption. Under section 7428(b)(2) of the Code, you must show that you have taken all the reasonable steps to obtain your exemption letter under IRS procedures in a timely manner and exhausted your administrative remedies before you can pursue a declaratory judgment. Accordingly, if you fail to timely provide the information we need to enable us to act on your application, you may lose your right to a declaratory judgment under Code section 7428.

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ASSOCIATED CHEMISTRY TEACHERS OF TEXAS
74-2678855

If you have any questions concerning this matter, or you cannot respond by the due date, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,

A handwritten signature in dark ink, appearing to read "D. Tobler", with a stylized flourish at the end.

D. TOBLER

Exempt Organizations Specialist

Enclosure

SECTION 2- File articles of dissolution with the Secretary of State's Office, in accordance with Article 1396-6.05 of the Texas Non-Profit Corporation Act ("TNPCA").

SECTION 3- The Executive Board and Regional Directors will adopt a resolution recommending that ACT₂ be dissolved, and directing that the question of such dissolution be submitted to a vote at a meeting of members having voting rights. The vote must be 2/3 in favor of dissolution.

AMENDED CONSTITUTION ADOPTED ON

Insert exact date - mm/dd/yy).
Shonda Alexander 11/15/2010
Signature of officer Date
Diana Mason 11/15/2010
Signature of officer Date

Under penalties of perjury, I declare that I have examined this information, including accompanying documents, and, to the best of my knowledge and belief, the information contains all the relevant facts relating to the request for the information, and such facts are true, correct, and complete.

Diana Mason

Signature of Officer

Diana Mason, PhD

Regional Director, Associated Chemistry Teachers of Texas, ACT₂

Nov 15, 2010

Date

Additional Information Requested:

Pursuant to our telephone conversation of November 2, 2010 with Ms. Diana Mason, please provide the following:

- 1) Please complete the Declaration below concerning your Original Constitution.

DECLARATION

I declare that the Original Constitution of

Associated Chemistry Teachers of Texas (insert name of organization)

was adopted by two or more members of our governing body on

09/07/1985 (insert exact date - mm/dd/yy).

The copy submitted with our application is a complete and accurate copy of our original document which was signed and dated by at least two of our officers.

Shondy Alexander
Signature of Officer

11/12/2010
Date

Diana Mason

11/15/2010

- 2) Please see the attached page 3 of your Amended Constitution.
- 3) Please furnish an explanation/itemization of the projected amounts shown on lines 9, 15 and 16 (page 9), for the years ending 2010-2012. Please show each year separately.

PLEASE DIRECT ALL CORRESPONDENCE REGARDING YOUR CASE TO:

Internal Revenue Service
230 SOUTH DEARBORN ST - 4921 CHI
CHICAGO, IL 60604
ATT: D. TOBLER
Room 1744
Group 7825

THE CONSTITUTION OF THE ASSOCIATED CHEMISTRY TEACHERS OF TEXAS

CONSTITUTION

ARTICLE I. NAME

The name of this organization shall be the Associated Chemistry Teachers of Texas (ACT₂).

ARTICLE II. PURPOSE

The purpose of this educational organization shall be to improve the quality of teaching of chemistry and chemical education throughout the state of Texas, to provide common ground for the exchange of ideas, and to recognize and support those interested in the teaching of chemistry at all levels. ACT₂ shall not conduct or carry on any activities not permitted to be carried on by an organization exempt under Section 501(c)(3) of the Internal Revenue Code and its regulations as they now exist or as they hereafter may be amended. Said organization is organized exclusively for educational and scientific purposes, including, for purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code.

ARTICLE III. MEMBERSHIP

- SECTION 1 – The active membership shall consist of all who are interested in the teaching of chemistry at all education levels and who shall assent to the constitution and pay the regular dues.
- SECTION 2 – An honorary member shall be one who has rendered meritorious service as a member of this association and who has retired from active teaching. He/she shall have all the privileges of an active member except the holding of an elected office, voting, and payment of dues. Meritorious service shall be determined by the Executive Board.

ARTICLE IV. OFFICERS

- SECTION 1 – The officers of the organization shall be the president, president-elect, past president, secretary, treasurer and editor of the newsletter, and shall constitute the Executive Board.
- SECTION 2 – The president-elect, president and past president shall each serve a two-year term with direct succession from the president-elect to president to past president.
- SECTION 3 – The past president shall not be elected to any office of the Associated Chemistry Teachers of Texas until three years after his/her term as past president.
- SECTION 4 – The secretary shall serve a term of office for two years and may be reelected.
- SECTION 5 – The treasurer shall serve a term of office for two years and may be reelected.
- SECTION 6 – The editor of the newsletter shall serve a term of office for two years and may be reelected.
- SECTION 7 – In the event of a resignation, death, or removal from office of the president, the president-elect shall assume the vacant office and complete the unexpired term plus the term he/she was elected to serve.
- SECTION 8 – In the event of a vacancy in any other office except that of past president, the Executive Board shall appoint a replacement.

ARTICLE V. ADVISORY BOARD

Advisory Board shall consist of the Executive Board and the Regional Directors from designated regions in Texas.

ARTICLE VI. MEETINGS

There shall be at least one meeting a year that shall be held in the fall in conjunction with the CAST conference sponsored by the Science Teachers' Association of Texas (STAT). In even numbered calendar years, a second meeting shall be held in the summer at the association's biennial conference.

ARTICLE VII. AMENDMENTS

SECTION 1 – This constitution may be amended by a majority vote of all active members of the association in attendance.

SECTION 2 – A proposed amendment shall be published in two consecutive newsletters prior to the vote.

ARTICLE VIII. DISSOLUTION

SECTION 1 – Upon dissolution of the organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or state or local government, for public purpose. Any such assets not disposed of shall be disposed of by the Court of common Pleas of the county in which the principal office of the organization or organizations, as said court shall determine, which are organized and operated exclusively for such purpose.

SECTION 2 – File articles of dissolution with the Secretary of State's Office, in accordance with Article 1396-6.05 of the Texas Non-Profit Corporation Act ("TNPCA").

SECTION 3 – The Executive Board and Regional Directors will adopt a resolution recommending that ACT₂ be dissolved, and directing that the question of such dissolution be submitted to a vote at a meeting of members having voting rights. The vote must be 2/3 in favor of dissolution.

Amended Constitution adopted on November 13, 2010.


Signature of Officer

11-13-2010
Date


Signature of Officer

11-13-2010
Date

BY-LAWS

ARTICLE I. ELECTION OF OFFICERS

- SECTION 1 – The officers of the association shall be elected at the biennial conference and assume office August 1.
- SECTION 2 – The Executive Board shall publish a Call for Nominations in the newsletter prior to the biennial conference.
- SECTION 3 – The election of officers shall be ballot cast by active members. A majority of votes shall be necessary for election. Write-in candidates are allowed and must agree to serve if elected.

ARTICLE II. DUTIES OF OFFICERS AND EXECUTIVE BOARD

- SECTION 1 – The duties of officers shall be those usual to their respective offices.
- SECTION 2 – The president shall preside at all general meetings of the association, the Executive Board, and the Regional Directors.
- SECTION 3 – The president-elect shall be the Chairperson of the biennial conference.
- SECTION 4 – The secretary shall keep the minutes and records of the association. He/she shall conduct the correspondence and perform all other duties performed by such an officer.
- SECTION 5 – The treasurer shall receive all dues and pay out monies belonging to the association, prepare an annual financial report to be published in the fall newsletter, and maintain a membership roster.
- SECTION 6 – The editor of the newsletter shall prepare a newsletter at least three times a year.
- SECTION 7 – The Executive Board shall have at least two meetings per year and shall conduct the business of the association including the approval of the annual budget and the appointment of ad hoc committees.

ARTICLE III. REGIONAL DIRECTORS

- SECTION 1 – The Regional Directors shall consist of representatives from regions across Texas
- SECTION 2 – The Executive Board of ACT₂ shall nominate, approve and install new Regional Directors when necessary.
- SECTION 3 – The Regional Directors shall act as an advisory board and shall serve as liaisons for the various regions.
- SECTION 4 – There shall be at least one meeting a year.

ARTICLE IV. DUES

- SECTION 1 – The dues of each active member shall be set by the Executive Board.
- SECTION 2 – Dues are payable at the beginning of each fiscal year. The fiscal year shall be from August 1 – July 31.

ARTICLE V. AMENDMENTS

- SECTION 1 - These by-laws may be amended by a vote of all active members. The amendment shall be adopted when approved by a majority of those casting votes by the election deadline.
- SECTION 2 - A proposed amendment to the by-laws shall be published in two consecutive newsletters prior to the vote.
- SECTION 3 - These by-laws may be suspended by a majority of all active members present at a general meeting, but no suspension shall be effective except for the meeting at which it is made.

74-267885 detailed explanation of lines 9, 15 and 16

An explanation of the amounts shown on lines 9, 15 and 16 of page 9 of the Associated Chemistry Teachers of Texas application for exemption 501 (c) (3) is detailed below. 74-2678855

9/1/2009-12/31/2010

Line 9:

- Merchandise sold at Conference of the Advancement of Science Teaching (CAST), blind auction at ACT₂ Biennial, and Biennial Conference on Chemical Education: \$5500.00. Merchandise sold includes t-shirts, signature mugs, chemaphorm drinking glasses, scientific themed jewelry, flash drives with logo, chemistry workbooks, classroom activities on DVDs, etc.

Total \$5500.00

Line 15:

- A \$600.00 check written as a gift to each of the one guest speaker at the ACT₂ luncheon at CAST 2009 conference for a total of \$600.00.
- Two plaques costing \$250.00 awarded to teachers at the CAST 2010 Breakfast at CAST for the George Hague Jr. Award for Teaching Excellence and the Rosendo Garcia Spirit of ACT₂ Award.
- The George Hague Jr. Award for Teaching Excellence recipient receives a cash award of \$500.00 and the Recipient of the Rosendo Garcia Spirit of ACT₂ Award receives \$250.00 for a total of \$750.00.

Total \$1600.00

Line 16

- \$300.00 spent for a booth and electricity for CAST for ACT₂ to have an exhibit in the exhibit hall at CAST.
- \$100.00 spent for supplies for the CAST booth including the following: printing cost of educational materials, candy, and supplies for participants to make marbled name badges using chemistry.

Total \$400.00

74-267885 detailed explanation of lines 9, 15 and 16

An explanation of the amounts shown on lines 9, 15 and 16 of page 9 of the Associated Chemistry Teachers of Texas application for exemption 501 (c) (3) is detailed below. 74-2678855

1/1/2011-12/31/2011

Line 9:

- Merchandise sold at Conference of the Advancement of Science Teaching (CAST): \$3000.00.
Merchandise sold includes t-shirts, signature mugs, chemaphorm drinking glasses, scientific themed jewelry, flash drives with logo, chemistry workbooks, classroom activities on DVDs, etc.

Total \$3000.00

Line 15:

- A \$250.00 check as a gift to each of the one guest speaker at the ACT₂ function at CAST 2011 conference for a total of \$250.00.
- The George Hague Jr. Award for Teaching Excellence recipient received a cash award of \$500.00 and the Recipient of the Rosendo Garcia Spirit of ACT₂ Award received \$250.00 for a total of \$750.00.

Total \$1000.00

Line 16

- \$500.00 for advertising the chemistry workshops and other professional development opportunities offered by ACT₂ membership in the STATelite a publication of STAT.
- \$250.00 for supplies for the CAST booth including the following: printing cost of educational materials, candy, and supplies for participants to make marbled name badges using chemistry.
- \$350.00 for mugs given away at the ACT₂ luncheon at CAST.
- \$1400.00 for travel expenses and lunch for the Regional Directors of the Advisory Board for the January annual Board of Directors meeting.

Total \$2500.00

74-267885 detailed explanation of lines 9, 15 and 16

An explanation of the amounts shown on lines 9, 15 and 16 of page 9 of the Associated Chemistry Teachers of Texas application for exemption 501 (c) (3) is detailed below. 74-2678855

1/1/2012-12/31/2012

Line 9:

- Merchandise sold at Conference of the Advancement of Science Teaching (CAST) and ACT₂ Biennial: \$6000.00. Merchandise sold includes t-shirts, signature mugs, chemaphorm drinking glasses, scientific themed jewelry, flash drives with logo, chemistry workbooks, classroom activities on DVDs, etc.

Total \$6000.00

Line 15:

- A \$250.00 check as a gift to each of the one guest speaker at the ACT₂ function at CAST 2011 conference for a total of \$250.00.
- The George Hague Jr. Award for Teaching Excellence recipient received a cash award of \$500.00 and the Recipient of the Rosendo Garcia Spirit of ACT₂ Award received \$250.00 for a total of \$750.00.

Total \$1000.00

Line 16

- \$800.00 for advertising the chemistry workshops and other professional development opportunities offered by ACT₂ membership in the STATelite a publication of STAT.
- \$250.00 for supplies for the CAST booth including the following: printing cost of educational materials, candy, and supplies for participants to make marbled name badges using chemistry.
- \$550.00 for mugs and other give-aways at the ACT₂ luncheon at CAST.
- \$1400.00 for travel expenses and lunch for the Regional Directors of the Advisory Board for the January annual Board of Directors meeting.

Total \$3000.00